TEACHER'S
ATTENDANCE AND SCHOLARSHIP
RECORDS AND REPORTS

Form No. C. A. 100

DESIGNED FOR RURAL AND SMALL GRADED SCHOOLS

Manufactured by

IHLING BROS. EVERARD CO.

KALAMAZOO, MICHIGAN

DAILY ATTENDANCE AND MONTHLY SCHOLARSHIP RECORD

FOR MONTH
Beginning *Oct 3,* 1927
Ending *Oct 28,* 1927 Dist. No. *3* *Lowell* Township *Julia Smith* Teacher

No. of Days Taught *20*

Arithmetic	Drawing	Language—Grammar	History	Physiology—Hygiene	Penmanship	Reading	Spelling	Geography	Agriculture	Civil Gov't	*Nature Study*	Number	Grade	NAMES OF PUPILS (Opening Day's Registration Should be Listed Alphabetically)	Age	Sex
B	B	A	C	B	B	B	A	B				1	6	Anderson, Jennie	11	F
	D	B		B	C	C	B				D	2	2	Clawson, Donald	6	M
A	B	B	B	C	B	A	A	B				3	7	Bates, Mary	13	F
B	C	B		B	C	B	C	A			B	4	3	Bowman, Henry	8	M
	C	C		B	C	D	C				C	5	1	Daniels, Emma	5	F
B	A	B	C	B	A	B	A		C	B		6	8	Ennes, Lucy	14	F
A	B	B	A	B	B	C	C	B				7	6	Foster, John	12	M
B	A	C		B	A	B	C	B				8	5	Griffith, Frank	10	M
C	B	A		C	B	A	B	B			B	9	3	Heinz, Inez	7	F
B	C	B		D	C	B	A	B			B	10	4	Jarvis, Arvid	8	M
C	B	B		B	B	A	B	C			C	11	4	King, Minnie	9	F
	A	B		A	A	B	B				B	12	1	Nichols, Beatrice	5	F
	B	C		B	A	B	B				B	13	2	Washburn, Ada	6	F
B	C	D	F	C	B	C	C		B	C		14	8	O'Brien, Edward	15	M
A	B	B		C	B	B	C	B				15	5	Emerick, Roy	11	M
C	C	B		B	D	C	D	C				16	5	Olson, Oscar	10	M
												17				
												18				
												47				
												48				

DAY OF MONTH

Number	1st Week M 3	T 4	W 5	T 6	F 7	2d Week M 10	T 11	W 12	T 13	F 14	3d Week M 17	T 18	W 19	T 20	F 21	4th Week M 24	T 25	W 26	T 27	F 28	Half Days Present	Half Days Absent	Days Membership	Times Tardy	Special Explanations
1																					40		20		
2			T																	X	38	2	20	1	
3						\										\					38	2	20		
4																					40		20		
5				/		T		\			X					/				X	33	7	20	2	Sickly
6	\					T					X										37	3	20	1	
7																				/	39	1	20		
8																					40		20		
9				⊥																	40		20	1	
10									/												39	1	20		
11													T			L					30		15	1	
12																					40		20		
13																					40		20		
14	RT					T				/	/								⊥	/	37	3	20	2	Work Permit Revoked
15	R														/						39	1	20		
16						ET															30		15		From Dist. 1 Portland Twp., Ionia Co.
Monthly Totals																					600	20	310	8	

SCHOLARSHIP MARKS

A=Excellent E=Failure
B=Good X=Absent from examination
C=Average I=Incomplete
D=Poor

MEMORANDA

Scholarship Credits —
Minnie King, 3 wks. only
Oscar Olson, 3 wks. only

ATTENDANCE SYMBOLS

R=Registered
ET=Entered by Transfer
RT=Returned
L=Left or Loss
T=Tardy in Forenoon
⊥=Tardy in Afternoon
I=Tardy both A.M. and P.M.
\ =Absent in Forenoon
/ =Absent in Afternoon
X=Absent all Day

A minus sign after ET, RT, or L means "in Afternoon."

NOTE

See MODEL on inside Title Page; also, INSTRUCTIONS FOR TEACHER.

SH 1966
donated
Lee Lytle
Madden
9-22-87

Name of Teacher *Hazel E. Richards*
Township *Alamo* School District *4*

INSTRUCTIONS FOR THE TEACHER

(Forms CA 100 A and CA 100 B)

From the accompanying Daily Attendance and Monthly Scholarship Record, or other attendance register in use, fill in each current day the proper items. This record is to be made in duplicate, using a sharp pencil and a carbon sheet.

At the close of the school month, the original or white sheet of this form should be promptly transmitted to your county commissioner of schools. The Commissioner of Schools may request the teachers in township or small graded schools to send the reports to the Superintendent in charge.

Data inserted in spaces under "Students Received" and "Students Left" will be found invaluable in checking with current reports, forms 15 and 13-14; also, with entries and withdrawals recorded on the Daily Attendance and Scholarship Record.

Column 1. REGISTRATION shall designate the first enrollment of a child in a MICHIGAN SCHOOL, either public or private, during the current school year, and SHALL BE RECORDED THE FIRST DAY, AND THE FIRST DAY ONLY, THAT THE CHILD IS IN SCHOOL. A pupil entering from outside the state shall be considered a new registration. Registration for "Year to Date" is an increasing number, which cannot be diminished.

Column 2. A child Received by Transfer must not be added to Registration. A child entering is a transfer when coming from another teacher or school in Michigan where he has already been enrolled during the current school year.

Column 3. RETURNS. There are some students who are marked LEFT then later in the year return, either because the family has returned, an employment permit revoked, or other similar cause. Such cases ONLY should be entered in Column 3 and must be explained in the MEMORANDA.

Column 4. All "Lefts" are to be regarded as permanent "Lefts." No child should be marked "Left" except when transferred to some other teacher or school, or when legally excused from attendance in accordance with the provisions of the school law and with regulations set up by the Superintendent of Public Instruction.

When opening a new month's report, opposite "Totals from Last Month" place numbers brought forward from "Totals for Year to Date" of previous month's report. Then, at the close of the month, add "Totals for the Month" to "Totals from Last Month" to secure "Totals for Year to Date" of current month. Only new registrations are to be added to make totals in column 1.

DAILY MEMBERSHIP for the year is to be computed according to item 8 on Form 100 B. Daily membership for any current day will be the membership for the preceding day plus new entries for the current day under column 1, 2, and 3, less losses for the day under Column 4. DAILY MEMBERSHIP means number belonging at date and is not to be confused with REGISTRATION or with actual attendance.

Attendance is to be recorded only on the days school is actually in session. Average attendance is obtained under Item 10 on Form CA 100 B.

The totals for each month in columns 1, 2, 3, 4, 5, and 6 are to be recorded on Form CA 100 B. The totals of these columns for the school year should be the same as the "Totals to Date" on the last month's report. Items 7, 8, 9, 10, 11, 12 and 13 are to be computed at the close of the school year and the white sheet of Form CA 100B is to be sent to the Commissioner with the last month's report.

The spaces for "Extra Days Taught" are to be used only for days taught, if any, in making up lost time not previously reported.

Use code given below for "Country of Birth" for both Father and Mother.

Albania	65	Greece	46	Poland	50
Arabia	63	Holland	21	Portugal	44
Armenia	61	Hungary	60	Roumania	45
Australia	15	India	85	Russia	52
Austria	22	Ireland	13	Scotland	11
Belgium	42	Italy	40	Serbia	53
Bohemia	51	Japan	81	Spain	43
Bulgaria	54	Jugo-Slavia	53	Sweden	30
Canada	14	Latvia	56	Switzerland	23
China	80	Lithuania	55	Syria	62
Colored	99	Malay Peninsula	86	Turkey	64
Czecho-Slovakia	51	Mexico	82	Ukraine	52
Denmark	32	Montenegro	53	U. S. White	01
England	10	Negro	99	U. S. Colored	99
Esthonia	57	Netherlands	21	U. S. Indian	84
Finland	33	Norway	31	Wales	12
France	41	Persia	66	West Indies	83
Germany	20			Unknown	70

DAILY ATTENDANCE AND MONTHLY SCHOLARSHIP RECORD

FOR MONTH
BEGINNING Sept. 4 1939
ENDING Sept. 29 1939

DIST. NO. 4 Alamo TOWNSHIP [illegible] Richards TEACHER

NO. OF DAYS IN SESSION 19

DAY OF MONTH

Arithmetic	Arts	English	History	Physiology—Hygiene	Penmanship	Reading	Spelling	Geography	Science	Civil Gov't	Number	Grade	NAMES OF PUPILS Opening Day's Registration Should be Listed Alphabetically by Grades, Starting with the Eighth	Age	Sex
B		B			B	B	B				1	B	Buch, Betty Jane	5	F
C		C			B	C	C				2	1	Bio, Richard		M
C		C			C	C	C				3	B	Cook, "	5	M
D			D		C	B	A	C	C		4	7	Ellard, Bernita	13	F
D		D	D		C	D	E	D			5	6	" , Richard	15	M
C		C	E		C	B	B	C	C		6	7	Garrison, Eva	12	F
E		D	D	C	C	C	D	D			7	6	" , Glenn	11	M
C		D	D		B	B	A		C		8	8	Henry, Dorothea	14	F
B		B			B	A	A				9	B	[illegible], Crystall	5	F
C		C			C	C	D	B			10	3	Pio, Dale	11	M
C		C			C	C	B				11	1	Porter, Robert	6	M
											12				
											13				
											14				
											15				
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											33				
											34				
											35				
											36				
											37				
											38				
											39				
											40				

Number	1st Week M	T	W	T	F	2d Week M	T	W	T	F	3d Week M	T	W	T	F	4th Week M	T	W	T	F	Half Days Present	Half Days Absent	Days Membership	Times Tardy	Special Explanations
1																									
2																									
3															X										
4	LABOR DAY					X	X	X	X																Grandmother died
5							/	/				X			/	X	\								Just out
6																									
7																									
8																									
9																									
10																									
11																									
Monthly Totals																									

SCHOLARSHIP MARKS A=Excellent B=Good C=Average D=Poor E=Failure X=Absent from Examination I=Incomplete or S=Superior U=Unsatisfactory

NOTE:—See Model on inside Title Page; also Instructions for Teacher. MEMORANDA

Form CA-100A Printed on 20 lb. Sulphite Bond No. 2 Ihling Bros. Everard Co., Kalamazoo, Mich. C-20569

TEACHER'S CLASS ATTENDANCE SUMMARY RECORD

GRADES TAUGHT

DATE OF MONTH	DAY OF WEEK	1 Registration Boys	1 Registration Girls	2 Received by Transfer A Other Schools in Same District	2 B Other Schools in the State	3 Returns	4 Losses	5 Daily Membership	6 Daily Attendance A.M. A Number Present	A.M. B Number Tardy	P.M. C Number Present	P.M. D Number Tardy
	M	LABOR DAY						11				
	T	6	5					11	11		11	
	W							11	11		11	
	T							11	11		11	
	F							11	11	2	11	
	M							11	11	2	11	
	T							10	10	1	10	
	W							11	10		9	
	T							11	10		9	
	F							11	10		10	
	M							11	11	2	11	
	T							11	10		10	
	W							11	11		11	
	T							11	11		11	
	F							11	10		9	
	M							11	11		11	
	T							11	10	1	10	
	W							11	10		11	
	T							11	11		11	
	F							11	11		11	
Extra Days Taught												
Totals for Month		6	5					220	201	8	199	
Totals for Last Mo.												
Total to Date												

ATTENDANCE SYMBOLS

R=Registered
ET=Entered by Transfer
RT=Returned

L=Left or Loss
T=Tardy in Forenoon
⊥=Tardy in Afternoon
Ⱶ=Tardy both A.M. and P.M.
\=Absent in Forenoon

/=Absent in Afternoon
X=Absent all Day
S=Sick
A minus sign after R, ET, RT, or L means "in Afternoon"

PROOF OF MEMBERSHIP AT DATE OF REPORT
Col. 1+Col. 2+Col. 3−Col. 4= Membership

STUDENTS RECEIVED

	NAME	FROM WHAT SCHOOL
1		
2		
3		
4		
5		
6		
7		

STUDENTS LEFT

	NAME	TO WHAT SCHOOL
1		
2		
3		
4		
5		
6		
7		

BEGINN
ENDING

Arithmetic	Arts	English
B	B	
C	C	
C	C	
D	C	
C	D	
D	C	
D		
C	D	
B	B	
C	D	
C	C	

SCHOL

NOTE:
Form

DAILY ATTENDANCE AND MONTHLY SCHOLARSHIP RECORD

FOR MONTH
BEGINNING Oct. 2, 1939
ENDING Oct. 27, 1939
DIST. NO. 4 Alamo TOWNSHIP Hazel E. Richards TEACHER
NO. OF DAYS IN SESSION 18

Arithmetic	Arts	English	History	Physiology—Hygiene	Penmanship	Reading	Spelling	Geography	Science	Civil Gov't			Number	Grade	NAMES OF PUPILS Opening Day's Registration Should be Listed Alphabetically by Grades, Starting with the Eighth	Age	Sex
B		B			B	B	B						1	B	Buck, Betty Jane	5	F
C		C			B	C	C						2	1	" , Richard	6	M
C		C			C	C	C						3	B	Cook,	5	M
D		C	D		C	B	A	C	B				4	7	Ellard, Bernita	13	F
C		D	C		C	D	E	D					5	7	" , Richard	15	M*
D		C	C		C	B	B	C	B				6	7	Garrison, Eva	12	F
D			C	B	C	C	E	C					7	6	" , Glenn	11	M
C		D	D		B	B	A		B	B			8	8	Henry, Dorothea	14	F
B		B			B	A	A						9	B	Mollitor, Crystall	5	F
C		D			C	C	D	C					10	3	Pio, Dale	11	M
C		C			C	B	B						11	1	Porter, Robert	6	M
													12				
													13				
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													36				
													37				
													38				
													39				
													40				

DAY OF MONTH

Number	1st Week M	T	W	T	F	2d Week M	T	W	T	F	3d Week M	T	W	T	F	4th Week M	T	W	T	F	Half Days Present	Half Days Absent	Days Membership	Times Tardy	Special Explanations
1																									
2																									
3																									
4																		X							
5									/		X					X									
6		/												Institute											Ill
7																									
8																									
9										X								X		X					
10																									
11																									
12																									
13																									
14																									
15																									
16																									
17																									
18																									
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35																									
36																									
37																									
38																									
39																									
40																									
Monthly Totals																									

SCHOLARSHIP MARKS A=Excellent B=Good C=Average D=Poor E=Failure X=Absent from Examination I=Incomplete or S=Superior U=Unsatisfactory

NOTE:—See Model on inside Title Page; also Instructions for Teacher. MEMORANDA

Form CA-100A Printed on 20 lb. Sulphite Bond No. 2 Ihling Bros. Everard Co., Kalamazoo, Mich. C-20569

TEACHER'S CLASS ATTENDANCE SUMMARY RECORD

GRADES TAUGHT B-1-3-6-7-8

DATE OF MONTH	DAY OF WEEK	1 Registration Boys	1 Registration Girls	2 Received by Transfer A Other Schools in Same District	2 Received by Transfer B Other Schools in the State	3 Returns	4 Losses	5 Daily Membership	6 Daily Attendance A.M. A Number Present	A.M. B Number Tardy	P.M. C Number Present	P.M. D Number Tardy
2	M							11	11	1	11	
3	T							11	11		10	
4	W							11	11		11	
5	T							11	11		11	
6	F							11	11		11	
9	M							11	11		11	
10	T							11	11		11	
11	W							11	11		11	
12	T							11	11		10	
13	F							11	10		10	
16	M							11	10		10	
17	T							11	11		11	
18	W							11	11		11	
19	T							11				
20	F							11	Institute			
23	M							11	10	2	10	
24	T							11	11		11	
25	W							11	9		9	
26	T							11	11		11	
27	F							11	10		10	
Extra Days Taught												
Totals for Month								220	192	3	190	
Totals for Last Mo.		6	5					220	201	8	199	
Total to Date		6	5					440	393	11	389	

ATTENDANCE SYMBOLS
R=Registered
ET=Entered by Transfer
RT=Returned
L=Left or Loss
T=Tardy in Forenoon
⊥=Tardy in Afternoon
Ⅱ=Tardy both A.M. and P.M.
\=Absent in Forenoon
/=Absent in Afternoon
X=Absent all Day
S=Sick
A minus sign after R, ET, RT, or L means "in Afternoon"

PROOF OF MEMBERSHIP AT DATE OF REPORT
Col. 1+Col. 2+Col. 3—Col. 4= Membership
11+0+0-0=11

STUDENTS RECEIVED

	NAME	FROM WHAT SCHOOL
1		
2		
3		
4		
5		
6		
7		

STUDENTS LEFT

	NAME	TO WHAT SCHOOL
1		
2		
3		
4		
5		
6		
7		

BEG

END

Arithmetic
B
B
C
D
C
E
D
C
B
C
B

SCHO

NOTE
Form

FOR MONTH

BEGINNING Oct. 30 1939
ENDING Oct. 24 1939

DAILY ATTENDANCE AND MONTHLY SCHOLARSHIP RECORD

NO. OF DAYS IN SESSION 18

DIST. NO. 4 Alamo TOWNSHIP Hazel E. Richards TEACHER

DAY OF MONTH

Arithmetic	Arts	English	History	Physiology—Hygiene	Penmanship	Reading	Spelling	Geography	Science	Civil Gov't	Number	Grade	NAMES OF PUPILS (Opening Day's Registration Should be Listed Alphabetically by Grades, Starting with the Eighth)	Age	Sex	Half Days Present	Half Days Absent	Days Membership	Times Tardy	Special Explanations
B		B			B	B	B				1	B	Buck, Betty Jane	5	F	36		20		
B		C			B	C	C				2	1	" , Richard		M	35	1	20		
C		C			C	C	B				3	B	Cook, P "	5	M	36		20		
D		D	C	B	C	B	A	B	B		4	7	Ellard, Bernita		F	32	4	20		Worked
C		C	C	C	C	D	D	C	C		5	7	" , Richard		M	31	5	20	5	Just out
E		C	D	C	C	B	A	C	D		6	7	Garrison, Eva		F	36		20		
D		B	C	C	C	C	E	D			7	6	" Glenn		M	36		20		
C		C	B	B	B	B	B		A	B	8	8	Henry, Dorothea		F	35	1	20	1	2 n town
B		B			B	A	A				9	B	Mollison, Crystall	5	F	34	2	20	1	
C		D			C	B	C	C			10	3	Pio, Dale		M	34	2	20	2	Caring for baby
B		C			C	B	B				11	B	Porter, Robert		M	36		20		
											12	B	Pio, Clarence		M	16		10		
											13									
											14									
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											34									
											35									
											36									
											37									
											38									
											39									
											40									
															Monthly Totals	391	15	230	9	

(1st Week, 2d Week, 3d Week, 4th Week: M T W T F — daily attendance columns)

SCHOLARSHIP MARKS A=Excellent B=Good C=Average D=Poor E=Failure X=Absent from Examination I=Incomplete or S=Superior U=Unsatisfactory

NOTE:—See Model on Inside Title Page; also Instructions for Teacher. MEMORANDA

Form CA-100A Printed on 20 lb. Sulphite Bond No. 2 Ihling Bros. Everard Co., Kalamazoo, Mich. C-20669

TEACHER'S CLASS ATTENDANCE SUMMARY RECORD

GRADES TAUGHT B-1-3-6-7-8

Date of Month	Day of Week	1 Registration Boys	1 Registration Girls	2 Received by Transfer A Other Schools in Same District	2 B Other Schools in the State	3 Returns	4 Losses	5 Daily Membership	6 Daily Attendance A.M. A Number Present	A.M. B Number Tardy	P.M. C Number Present	P.M. D Number Tardy
O 30	M							11	11		11	
31	T							11	11		10	
N 1	W							11	11	1	11	
2	T							11	11		11	
3	F							11	11		10	
6	M							11	10		10	
7	T							11	11		11	
8	W							11	11	2	10	
9	T							11	11	1	11	
10	F							11	10		10	1
13	M				1			12	12	3	12	
14	T							12	12		11	
15	W							12	12		12	
16	T							12	12		12	
17	F							12	11		12	
20	M							12	11	1	11	
21	T							12	12		12	
22	W							12	10		10	
23	T							12	Thanksgiving			
24	F							12				
Extra Days Taught												
Totals for Month					1			230	200	8	197	1
Totals for Last Mo.		6	5					440	393	11	389	0
Total to Date		6	5		1			670	593	19	586	1

ATTENDANCE SYMBOLS

R=Registered
ET=Entered by Transfer
RT=Returned
L=Left or Loss
T=Tardy in Forenoon
⊥=Tardy in Afternoon
ⵜ=Tardy both A.M. and P.M.
\=Absent in Forenoon
/=Absent in Afternoon
X=Absent all Day
S=Sick
A minus sign after R, ET, RT, or L means "in Afternoon"

PROOF OF MEMBERSHIP AT DATE OF REPORT
Col. 1+Col. 2+Col. 3−Col. 4= Membership
11+1+0−0=12

STUDENTS RECEIVED

	NAME	FROM WHAT SCHOOL
1	Clarence Ray Pio	Near Sturgis
2		
3		
4		
5		
6		
7		

STUDENTS LEFT

	NAME	TO WHAT SCHOOL
1		
2		
3		
4		
5		
6		
7		

BEGIN
ENDIN

Arithmetic	Arts
C	
D	
B	
B	
B	
B	
B	

DAILY ATTENDANCE AND MONTHLY SCHOLARSHIP RECORD

FOR MONTH
BEGINNING Nov. 27 1939
ENDING Dec. 22 1939
DIST. NO. 4 Alamo TOWNSHIP Hazel E. Richards TEACHER
NO. OF DAYS IN SESSION 20

DAY OF MONTH

Arithmetic	Arts	English	History	Physiology—Hygiene	Penmanship	Reading	Spelling	Geography	Science	Civil Gov't	Number	Grade	NAMES OF PUPILS Opening Day's Registration Should be Listed Alphabetically by Grades, Starting with the Eighth	Age	Sex	1st Week M	T	W	T	F	2d Week M	T	W	T	F	3d Week M	T	W	T	F	4th Week M	T	W	T	F	Half Days Present	Half Days Absent	Days Membership	Times Tardy	Special Explanations
											1	8	Buck, Betty Jane	5	F																					40		20		
											2	1	" , Richard		M				X	X																36	4	20		Ill
C		C			C	B	B				3	8	Cook, "	5	M						X															38	2	20		
D		C	E	A	C	B	B	D	B		4	7	Ellard, Bernita		F						X									X					X	34	6	20		In town
		C	D	B	C	D	D	D	D		5	7	" , Richard	15	M			X									X		\							35	5	20	1	Just out
E		C	C	A	C	B	B	D	C		6	7	Garrison, Eva		F																		X			38	2	20		
E		B	D		C	C		D			7	6	" , Glenn		M																					40		20		
B		D	D	B	B	B	B		C	B	8	8	Henry, Dorothea		F																					40		20		
B		B			B	A	A				9	8	Mollitt, Crystall	5	F	X"				"X		X					X								X	30	10	20	2	
											10	8	Pio, Clarence		M																X					38	2	20		In Ionia
											11	3	" , Dale		M																					40		20		
B		C			C	B	B				12	1	Porter, Robert		M							X	X		X										X	32	8	20		Ill
											13																													
											14																													
											15																													
											16																													
											17																													
											18																													
											19																													
											20																													
											21																													
											22																													
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											36																													
											37																													
											38																													
											39																													
											40																													
																																				✓		✓		Monthly Totals

SCHOLARSHIP MARKS A=Excellent B=Good C=Average D=Poor E=Failure X=Absent from Examination I=Incomplete or S=Superior U=Unsatisfactory

NOTE:—See Model on Inside Title Page; also Instructions for Teacher. MEMORANDA

Form CA-100A Printed on 20 lb. Sulphite Bond No. 2 Ihling Bros. Everard Co., Kalamazoo, Mich. C-23469

TEACHER'S CLASS ATTENDANCE SUMMARY RECORD

GRADES TAUGHT

DATE OF MONTH	DAY OF WEEK	1 Registration Boys	1 Registration Girls	2 Received by Transfer A Other Schools in Same District	2 B Other Schools in the State	3 Returns	4 Losses	5 Daily Membership	6 Daily Attendance A.M. A Number Present	A.M. B Number Tardy	P.M. C Number Present	P.M. D Number Tardy
N 27	M							12	11		11	
28	T							12	12	1	12	
29	W							12	11		11	
30	T							12	11	1	11	
D 1	F							12	10		10	
4	M							12	10		10	
5	T							12	10		10	
6	W							12	11		11	
7	T							12	12		12	
8	F							12	11		11	
11	M							12	12		12	
12	T							12	10		10	
13	W							12	12		12	
14	T							12	11		12	
15	F							12	11		11	1
18	M							12	11		11	
19	T							12	12		12	
20	W							12	11		11	
21	T							12	12		12	
22	F							12	9		9	
Extra Days Taught												
Totals for Month								240	21[illegible]	2	221	1
Totals for Last Mo.		6	5		1			670	593	19	586	1
Total to Date		6	5		1			910	812	21	807	2

ATTENDANCE SYMBOLS
R=Registered
ET=Entered by Transfer
RT=Returned
L=Left or Loss
T=Tardy in Forenoon
⊥=Tardy in Afternoon
Ⅱ=Tardy both A.M. and P.M.
\=Absent in Forenoon
/=Absent in Afternoon
X=Absent all Day
S=Sick
A minus sign after R, ET, RT, or L means "in Afternoon"

PROOF OF MEMBERSHIP AT DATE OF REPORT
Col. 1+Col. 2+Col. 3—Col. 4= Membership

STUDENTS RECEIVED

	NAME	FROM WHAT SCHOOL
1		
2		
3		
4		
5		
6		
7		

STUDENTS LEFT

	NAME	TO WHAT SCHOOL
1		
2		
3		
4		
5		
6		
7		

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DAILY ATTENDANCE AND MONTHLY SCHOLARSHIP RECORD

FOR MONTH
BEGINNING Jan. 2 1940
ENDING Jan. 26 1940
DIST. NO. 4 Alamo TOWNSHIP Hazel E. Richards TEACHER
NO. OF DAYS IN SESSION 18

DAY OF MONTH

Arithmetic	Arts	English	History	Physiology — Hygiene	Penmanship	Reading	Spelling	Geography	Science	Civil Gov't	Number	Grade	NAMES OF PUPILS (Opening Day's Registration Should be Listed Alphabetically by Grades, Starting with the Eighth)	Age	Sex	Special Explanations
											1	B	Buck, Betty Jane		F	
											2	1	" , Richard		M	
C		C			C	B	B				3	B	Cook, "		M	
D		C	D	B	C	B	B	C	D		4	7	Ellard, Bernita		F	
[illegible]		D	D	D	C	D	D	D	D		5	7	" , Richard		M	
C		D	D	B	C	B	A	C	D		6	7	Garrison, Eva		F	Just out.
[illegible]		C	C		C	B	E	D			7	6	" , Glenn		M	
C		B	D	A	B	B	A		B	C	8	8	Henry, Dorothea		F	
B		B			B	A	A				9	B	Mollitor, Crystall		F	no underclothes
C		C			E	C	C				10	B	Pio, Clarence		M	
E		D			C	B	B	B			11	3	" , Dale		M	
B		C			C	B	B				12	1	Porter, Robert		M	
											13					
											14					
											15					
											16					
											17					
											18					
											19					
											20					
											21					
											22					
											23					
											24					
											25					
											26					
											27					
											28					
											29					
											30					
											31					
											32					
											33					
											34					
											35					
											36					
											37					
											38					
											39					
											40					

Attendance columns: 1st Week, 2d Week, 3d Week, 4th Week (M T W T F); Half Days Present; Half Days Absent; Days Membership; Times Tardy

Monthly Totals

SCHOLARSHIP MARKS A=Excellent B=Good C=Average D=Poor E=Failure X=Absent from Examination I=Incomplete or S=Superior U=Unsatisfactory

NOTE:—See Model on inside Title Page; also Instructions for Teacher. MEMORANDA

Form CA-100A Printed on 20 lb. Sulphite Bond No. 2 Ihling Bros. Everard Co., Kalamazoo, Mich. C-20669

TEACHER'S CLASS ATTENDANCE SUMMARY RECORD

GRADES TAUGHT

Date of Month	Day of Week	1 Registration Boys	1 Registration Girls	2 Received by Transfer A Other Schools in Same District	2 B Other Schools in the State	3 Returns	4 Losses	5 Daily Membership	6 Daily Attendance A.M. A Number Present	A.M. B Number Tardy	P.M. C Number Present	P.M. D Number Tardy
2	M							12	New Year			
[illegible]	T							12	9		8	
[illegible]	W							12	8	2	8	
[illegible]	T							12	11		11	
[illegible]	F							12	11		11	
[illegible]	M							12	10		10	
[illegible]	T							12	11	1	11	
[illegible]	W							12	11		11	
[illegible]	T							12	10		10	
[illegible]	F							12	11		10	
15	M							12	10		10	
16	T							12	10		10	
17	W							12	11	2	11	
18	T							12	9		8	
19	F							12	Storm			
22	M							12	11	2	11	
23	T							12	12	2	12	
24	W							12	12		11	2
25	T							12	12	4	11	
26	F							12	12		11	
Extra Days Taught												
Totals for Month								240	191	13	185	2
Totals for Last Mo.								910	812	21	807	
Total to Date		6	5		1			1150	1003	34	992	[illegible]

ATTENDANCE SYMBOLS
R=Registered
ET=Entered by Transfer
RT=Returned
L=Left or Loss
T=Tardy in Forenoon
⊥=Tardy in Afternoon
Ŧ=Tardy both A.M. and P.M.
\=Absent in Forenoon
/=Absent in Afternoon
X=Absent all Day
S=Sick
A minus sign after R, ET, RT, or L means "in Afternoon"

PROOF OF MEMBERSHIP AT DATE OF REPORT
Col. 1+Col. 2+Col. 3—Col. 4=Membership
11 + 1 + 0 − [illegible]

STUDENTS RECEIVED

NAME | FROM WHAT SCHOOL

STUDENTS LEFT

NAME | TO WHAT SCHOOL

BEGINN

ENDING

Arithmetic

Arts

SCHOLA

NOTE.—

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DAILY ATTENDANCE AND MONTHLY SCHOLARSHIP RECORD

FOR MONTH
BEGINNING Jan. 29 1940
ENDING Feb. 23 1940

NO. OF DAYS IN SESSION 19

DIST. NO. 4 Alamo TOWNSHIP Hazel E. Richards TEACHER

Arithmetic	Arts	English	History	Physiology — Hygiene	Penmanship	Reading	Spelling	Geography	Science	Civil Gov't			Number	Grade	DAY OF MONTH / NAMES OF PUPILS (Opening Day's Registration Should be Listed Alphabetically by Grades, Starting with the Eighth)	Age	Sex	1st Wk M	T	W	T	F	2d Wk M	T	W	T	F	3d Wk M	T	W	T	F	4th Wk M	T	W	T	F	Half Days Present	Half Days Absent	Days Membership	Times Tardy	Special Explanations
													1	8	Buck, Betty Jane		F																					38		19		
													2	1	" , Richard		M																					38		19		
C		B			C	B	B						3	8	Cook, "		M								X		X											34	4	19		Cold.
D		B	D	A	C	B	B	B	C				4	7	Ellard, Bernita		F																					38		19	1	
													5	7	" , Richard		M			X		X	X	X	X	X	X	X	X	X	X	X		X	X	X	X					Just out
D		C	D	B	C	B	A	D	C				6	7	Garrison, Eva		F																									
C		C		C	C	B	E	D					7	6	" , Glenn		M																Institute									
C		B	D	B	B	B	B		C	D			8	7	Henry, Dorothea		F																									
B		B			B	A	A						9	8	Mollitor, Crystall		F						X				X															Cold
C		C			C	C	C						10	8	Pix, Clarence		M																									
D		B			C	B	A	D					11	3	" , Dale		M					/						X		X	X											Dentist
B		C			C	B	B						12	1	Porter, Robert		M								X	X	X															Cold

Rows 13–40: blank.

SCHOLARSHIP MARKS A=Excellent B=Good C=Average D=Poor E=Failure X=Absent from Examination I=Incomplete or S=Superior U=Unsatisfactory — Monthly Totals

NOTE:—See Model on Inside Title Page; also Instructions for Teacher. MEMORANDA

Form CA-100A Printed on 20 lb. Sulphite Bond No. 2 Ihling Bros. Everard Co., Kalamazoo, Mich. C-20669

TEACHER'S CLASS ATTENDANCE SUMMARY RECORD

GRADES TAUGHT B-1-3-6-7-8

DATE OF MONTH	DAY OF WEEK	1 Registration Boys	1 Registration Girls	2 Received by Transfer A Other Schools in Same District	2 B Other Schools in the State	3 Returns	4 Losses	5 Daily Membership	6 Daily Attendance A.M. A Number Present	A.M. B Number Tardy	P.M. C Number Present	P.M. D Number Tardy
J 29	M							12	12	1	12	1
30	T							12	12		12	
31	W							12	11		11	
F 1	T							12	12		12	
2	F							12	11	1	10	
5	M						1	12	11		11	
6	T							12	10		10	
7	W							12	9		9	
8	T							12	10		10	
9	F							12	8		8	
12	M							12	10		10	
13	T							12	11		11	
14	W							12	11		11	
15	T							12	10		10	
16	F							12	10		10	
19	M							12	Institute.			
20	T							12	11		11	
21	W							12	11	3	11	
22	T							12	11		11	
23	F							12	11	1	11	
Extra Days Taught												
Totals for Month							1	245	202	6	201	[illegible]
Totals for Last Mo.		6	5		1			[illegible]	1003	34	992	[illegible]
Total to Date		6	5		1			1390	1205	40	1193	[illegible]

ATTENDANCE SYMBOLS
R=Registered
ET=Entered by Transfer
RT=Returned
L=Left or Loss
T=Tardy in Forenoon
⊥=Tardy in Afternoon
H=Tardy both A.M. and P.M.
\=Absent in Forenoon
/=Absent in Afternoon
X=Absent all Day
S=Sick
A minus sign after R, ET, RT, or L means "in Afternoon"

PROOF OF MEMBERSHIP AT DATE OF REPORT
Col. 1+Col. 2+Col. 3−Col. 4=Membership
11+1+0−1 = 11

STUDENTS RECEIVED

	NAME	FROM WHAT SCHOOL
1		
2		
3		
4		
5		
6		
7		

STUDENTS LEFT

	NAME	TO WHAT SCHOOL
1	Richard Ellard	
2	went to Kalamazoo	
3	to stay with his	Not so
4	aunt. I think he	He is staying at
5	is to live on Monroe	home.
6	St.	
7		

19
12
38
19
228

37
38
75

381
75
456

228
2
456

DAILY ATTENDANCE AND MONTHLY SCHOLARSHIP RECORD

FOR MONTH
BEGINNING Feb. 26 1940
ENDING Mar. 22 1940

NO. OF DAYS IN SESSION 19

DIST. NO. 4 Alamo TOWNSHIP Hazel E. Richards TEACHER

DAY OF MONTH

Arithmetic	Arts	English	History	Physiology—Hygiene	Penmanship	Reading	Spelling	Geography	Science	Civil Gov't	Number	Grade	NAMES OF PUPILS (Opening Day's Registration Should be Listed Alphabetically by Grades, Starting with the Eighth)	Age	Sex
											1	B	Buck, Betty Jean	5	F
											2	1	" , Richard	7	M
C		C			C	B	B				3	B	Cook, "		M
D		D	D	C	C	B	C	B	B		4	7	Ellard, Bernita	14	F
C		D	D	B	C	B	B	C	B		5	7.	Garrison, Eva	13	F
D		D	B	A	C	B	D	C	B		6	6	" , Glenn	12	M
C		C	D	B	B	B	BC	C	D		7	8	Henry, Dorothea	14	F
A		B			B	A	A				8	B	Mollitor, Crystall	5	F
C		C			C	B	C				9	B	Pio, Clarence		M
D		C		B	C	B	B	D			10	3	" , Dale	11	M
B		B			C	B	B				11	1	Porter, Robert		M
											12	7	Ellard, Richard	15	M

Number	1st Week M	T	W	T	F	2d Week M	T	W	T	F	3d Week M	T	W	T	F	4th Week M	T	W	T	F	Half Days Present	Half Days Absent	Days Membership	Times Tardy	Special Explanations
1										X											36	2	19		
2				X	X					X											32	6	19		
3																					38		19		
4	X	\/										X				X		\		X	28	10	19		
5																					38		19		
6																					38		19		
7																				t	38	1	19	1	
8												X	X			X		X			30	8	19		
9										t			X	X	t					t	3[illegible]	2	19	3	
10										/			X	X	t						33	5	19	1	
11	X																	X			34	4	19		
12	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	0	38	19		

Numbers 13 to 40: blank rows.

Teacher absent because of a death. Will be made up.

Monthly Totals: [illegible]

SCHOLARSHIP MARKS A=Excellent B=Good C=Average D=Poor E=Failure X=Absent from Examination I=Incomplete or S=Superior U=Unsatisfactory

NOTE—See Model on inside Title Page; also Instructions for Teacher. MEMORANDA

Form CA-100A Printed on 20 lb. Sulphite Bond No. 2 Ihling Bros. Everard Co., Kalamazoo, Mich. C-20669

TEACHER'S CLASS ATTENDANCE SUMMARY RECORD

GRADES TAUGHT

DATE OF MONTH	DAY OF WEEK	1 Registration Boys	1 Registration Girls	2 Received by Transfer A Other Schools in Same District	2 Received by Transfer B Other Schools in the State	3 Returns	4 Losses	5 Daily Membership	6 Daily Attendance A.M. A Number Present	A.M. B Number Tardy	P.M. C Number Present	P.M. D Number Tardy
2/26	M							12	9		9	
27	T							12	11		10	
28	W							Teacher out				
29	T							12	10		10	
3/1	F							12	10		10	
4	M							12	11		11	
5	T							12	11		11	
6	W							12	11		11	
7	T							12	11		11	
8	F							12	7		8	
11	M							12	11	1	11	
12	T							12	10		10	
13	W							12	9		9	
14	T							12	9		9	
15	F							12	10		10	
18	M							12	9	2	9	
19	T							12	11		11	
20	W							12	8		10	
21	T							12	11		11	
22	F							12	10	2	10	
Extra Days Taught												
Totals for Month								240	191	5	190	
Totals for Last Mo.								1390	1205	34	1193	
Total to Date		6	5	1				1630	1396	39	1383	

ATTENDANCE SYMBOLS
R=Registered
ET=Entered by Transfer
RT=Returned
L=Left or Loss
T=Tardy in Forenoon
⊥=Tardy in Afternoon
Ⲷ=Tardy both A.M. and P.M.
\=Absent in Forenoon
/=Absent in Afternoon
X=Absent all Day
S=Sick
A minus sign after R, ET, RT, or L means "in Afternoon"

PROOF OF MEMBERSHIP AT DATE OF REPORT
Col. 1+Col. 2+Col. 3—Col. 4=Membership
11+1+0−0=12

STUDENTS RECEIVED

	NAME	FROM WHAT SCHOOL
1		
2		
3		
4		
5		
6		
7		

STUDENTS LEFT

	NAME	TO WHAT SCHOOL
1		
2		
3		
4		
5		
6		
7		

DAILY ATTENDANCE AND MONTHLY SCHOLARSHIP RECORD

FOR MONTH BEGINNING Mar. 27 19__ ENDING Apr. 19 19__

NO. OF DAYS IN SESSION 18

DIST. NO. 4 Alamo TOWNSHIP Hazel E. Richards TEACHER

Scholarship Marks	Number	Grade	Names of Pupils	Age	Sex	Half Days Present	Half Days Absent	Days Membership	Times Tardy	Special Explanations
	1	B	Buck, Betty Jean	6	F	36		18		
	2	1	" , Richard	7	M	34	2	18		In town
C B C	3	B	Cook, "	6	M	36		18		
	4	7	Ellard, Bernita	14	F	5	1	3		
	5	7	" , Richard	15	M	0	6	3		
C C C B A C B	6	7	Garrison, [illegible]	12	F	36		18		
B C C B E D	7	6	" , Glenn	11	M	36		18		
B C B B A B C	8	8	Henry, Dorothea	14	F	36		18		
B A A	9	B	Mollitor, Crystall	6	F	24	12	18		Slept too late
C C C	10	B	Pio, Clarence		M	32	4	18	1	Ill.
C C B C C	11	3	" , Dale	11	M	34	2	18	1	In town
C B B B	12	1	Porter, Robert		M	34	2	18		Mother ill

Monthly Totals: 348 29 186

SCHOLARSHIP MARKS A=Excellent B=Good C=Average D=Poor E=Failure X=Absent from Examination I=Incomplete or S=Superior U=Unsatisfactory

NOTE.—See Model on inside Title Page; also Instructions for Teacher. MEMORANDA

Form CA-100A Printed on 20 lb. Sulphite Bond No. 2 Ihling Bros. Everard Co., Kalamazoo, Mich. C-20569

TEACHER'S CLASS ATTENDANCE SUMMARY RECORD

GRADES TAUGHT B-1-3-6-7-8

Date of Month	Day of Week	1 Registration Boys	1 Registration Girls	2 Received by Transfer A Other Schools in Same District	2 B Other Schools in the State	3 Returns	4 Losses	5 Daily Membership	6 A.M. A Number Present	6 A.M. B Number Tardy	6 P.M. C Number Present	6 P.M. D Number Tardy
	M							Spring vacatio				
	T											
M27	W							12	11		10	
28	T							12	10		10	
29	F							12	10		10	
A1	M							10	10		10	
2	T							10	10		10	
3	W							10	8		8	
4	T							10	10		10	
5	F							10	9		9	
8	M							10	9		9	
9	T							10	9		9	
10	W							10	10		10	
11	T							10	9		9	
12	F							10	10		10	
15	M							10	9		9	
16	T							10	10		10	
17	W							10	10	2	10	
18	T							10	9		9	
19	F							10	9		9	
Extra Days Taught												
Totals for Month							2	186	172	2	171	
Totals for Last Mo.		6	5				2	1632	1396	39	1383	2
Total to Date		6	5				2	1818	1568	41	1554	2

ATTENDANCE SYMBOLS R=Registered ET=Entered by Transfer RT=Returned L—Left or Loss T=Tardy in Forenoon ⊥=Tardy in Afternoon Ŧ=Tardy both A.M. and P.M. ∖=Absent in Forenoon /—Absent in Afternoon X=Absent all Day S=Sick A minus sign after R, ET, RT, or L means "in Afternoon"

PROOF OF MEMBERSHIP AT DATE OF REPORT Col. 1+Col. 2+Col. 3−Col. 4=Membership 11+1+0−2=10

STUDENTS RECEIVED

	NAME	FROM WHAT SCHOOL
1		
2		
3		
4		
5		
6		
7		

STUDENTS LEFT

	NAME	TO WHAT SCHOOL
1	Bernita and	
2	Richard Ellard	
3	moved to Kalamazoo on April 1.	
4	212 N. Burdick St.	Lincoln Sch.
5		
6		
7		

FOR MONTH

BEGINNING Apr. 22 1940

ENDING May 22 1940

DAILY ATTENDANCE AND MONTHLY SCHOLARSHIP RECORD

NO. OF DAYS IN SESSION 23

DIST. NO. 4 Alamo TOWNSHIP Hazel E. Richards TEACHER

Arithmetic	Arts	English	History	Physiology—Hygiene	Penmanship	Reading	Spelling	Geography	Science	Civil Gov't	Number	Grade	DAY OF MONTH ☞ NAMES OF PUPILS Opening Day's Registration Should be Listed Alphabetically by Grades, Starting with the Eighth	Age	Sex	1st Week M	T	W	T	F	2d Week M	T	W	T	F	3d Week M	T	W	T	F	4th Week M	T	W	T	F	Half Days Present	Half Days Absent	Days Membership	Times Tardy	Special Explanations
											1	B	Buck, Betty Jean	5	F										X	X	X	X	X	X				X						Pink eye.
											2	1	" , Richard	7	M											X	X	X	X	X				X						" "
											3	6	Cochrane, Floyd		M					X																				
											4	B	Cook, Richard	6	M	X					X																			
											5	7	Garrison, Eva	13	F																									
											6	6	" Glenn	11	M																									
											7	7	Henry, Dorothea	14	F																									
											8	8	Mollitor, Crystall	6	F								X									X	X	X	X					
											9	B	Pio, Clarence		M	T					T																			
											10	3	" , Dale	11	M	T					T		X	X																
											11	1	Porter, Robert	7	M											X	X	X	X	X										House burned
											12																													
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											26																													Three days
											27																													taught to
											28																													make up
											29																													the spring
											30																													vacation a
											31																													a funeral.
											32																													
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											36																													
											37																													
											38																													
											39																													
											40																													

SCHOLARSHIP MARKS A=Excellent B=Good C=Average D=Poor E=Failure X=Absent from Examination I=Incomplete or S=Superior U=Unsatisfactory Monthly Totals

NOTE:—See Model on Inside Title Page; also Instructions for Teacher. MEMORANDA

Form CA-100A Printed on 20 lb. Sulphite Bond No. 2 Ihling Bros. Everard Co., Kalamazoo, Mich. C-70669

TEACHER'S CLASS ATTENDANCE SUMMARY RECORD

GRADES TAUGHT B-1-3-6-7-8

DATE OF MONTH	DAY OF WEEK	1 Registration Boys	Girls	2 Received by Transfer A Other Schools in Same District	B Other Schools in the State	3 Returns	4 Losses	5 Daily Membership	6 Daily Attendance A. M. A Number Present	B Number Tardy	P. M. C Number Present	D Number Tardy
A 22	M				1			11	10	2	10	
23	T							11	11		11	
24	W							11	11		11	
25	T							11	11		11	
26	F							11	10		10	
29	M							11	10	2	10	2
30	T							11	11		11	
M 1	W							11	9		9	
2	T							11	10		10	
3	F							11	10		10	
6	M							11	8		8	
7	T							11	8		8	
8	W							11	8		8	
9	T							11	8		8	
10	F							11	8		8	
13	M							11	11		11	
14	T							11	10		10	
15	W							11	10		10	
16	T							11	8		8	
17	F							11	10		10	
Extra Days Taught 20 21								11	11	1	11	
22								11	11		11	
Totals for Month								253	225	5	225	
Totals for Last Mo.								1816	1568	41	1554	
Total to Date								2069	1793	46	1779	

ATTENDANCE SYMBOLS

R=Registered
ET=Entered by Transfer
RT=Returned
L=Left or Loss
T=Tardy in Forenoon
⊥=Tardy in Afternoon
H=Tardy both A.M. and P.M.
\=Absent in Forenoon
/=Absent in Afternoon
X=Absent all Day
S=Sick
A minus sign after R, ET, RT, or L means "in Afternoon"

PROOF OF MEMBERSHIP AT DATE OF REPORT
Col. 1+Col. 2+Col. 3−Col. 4=Membership

STUDENTS RECEIVED

	NAME	FROM WHAT SCHOOL
1	Floyd Cochran	from Little Black Lake School in Muskegon Co.
2		
3		
4		
5		
6		
7		

STUDENTS LEFT

	NAME	TO WHAT SCHOOL
1		
2		
3		
4		
5		
6		
7		

ANNUAL SUMMARY OF REGISTRATION AND ATTENDANCE

For the School Year ending June 30, 19 39/40

Dist No. 4 Alamo Township Kalamazoo County

MONTH OF SCHOOL YEAR	1 Registration Boys	1 Registration Girls	2 Received by Transfer A Other Schools in Same District	2 Received by Transfer B Other Schools in the State	3 Returns	4 Losses	5 Daily Membership	6 Daily Attendance A. M. A Number Present	6 A. M. B Number Tardy	6 P. M. C Number Present	6 P. M. D Number Tardy
Sept.	6	5					220	201	8	199	
Oct.							220	192	3	190	
Nov.				1			230	200	8	199	1
Dec.							240	220	2		
Jan.							240	191			
Feb.							240	202	6	201	2
Mar.							228	191	5	190	
Apr.						2	186	172	2	171	
May				1			~~255~~	225	5	225	2
TOTALS							2057	1794	52	1779	8

Item 7 — PROOF OF MEMBERSHIP (Col. 1 + Col. 2 + Col. 3 − Col. 4 = Item 7): 11 + 2 + 0 − 2 = 11

Item 8 — AVERAGE MEMBERSHIP (Col. 5 ÷ Item 12 = Item 8): 11.4 — 180)2057; 180; 257; 180; 770 / 720 / 50

Item 9 — SUM OF DAILY ATTENDANCE (Col. 6A + Col. 6C ÷ 2 = Item 9): 1794 + 1779 = 3573; 2)3573 = 1786.5

Item 10 — AVERAGE ATTENDANCE (Item 9 ÷ Item 12 = Item 10): 172)1786.5 = 10.3; 172; 665; 516; 149

Item 11 — TOTAL TARDINESS: 60

Item 12 — ACTUAL NUMBER OF DAYS SCHOOL WAS IN SESSION: 172

Item 13 — NUMBER OF DAYS FOR WHICH TEACHER WAS PAID: 180

Item 14 — MEMORANDA

ANNUAL REPORT TO COMMISSIONER AND DIRECTOR

1. Total registration for year (Col. 1) 11
2. Number received from all sources during year (Col. 2 plus Col. 3) 2
3. Number lost from all causes during year (Col. 4) 2
4. Average daily attendance for the year (Item 10) (a) K-6 or 8 10.3 (b) 7-12
5. Membership by grades at close of year
   Kg 1 (4), 1 1 (2), 2 , 3 1, 4 , 5 , 6 2,
   7 1, 8 1, 9 , 10 , 11 , 12 ,
   Others TOTAL
6. Number of non-resident pupils in school (a) K-8 0 (b) 9-12
7. Number of pupils transported 0 (a) K-8 (b) 9-12
8. Number of pupils attending school in another district (a) K-8 0 (b) 9-12
9. Number of children in district enrolled in private and parochial schools
10. (a) Number of public school houses in district 1
    (b) Number of class rooms in district 1
11. (a) Has the district a library established by vote of the district?
    (b) Number of volumes added to library during year
    (c) Total number of volumes in library

12. Does the district furnish free text books to (a) indigent pupils only
    (b) all elementary pupils (c) all secondary pupils
    (d) to none
13. Has your school 1. a motion picture projector , 2. sound equipment ✓ 3. stereopticon projector , 4. a radio ✓, 5. a piano , 6. a phonograph , 7. electricity , 8. an organ
14. Number of teaching positions (a) K-6 (b) 7-12 1
15. Number of different teachers employed
16. Average membership for the year: (Districts teaching only first eight grades, list all in elementary division) (Item 8) 11.4
    a. Elementary (Grades K-6 inclusive, except as noted above)
    b. Number of Elementary teachers
    c. Secondary (Grades 7-12)
    d. Number of Secondary teachers
17. Number of days school was in session (Item 12) 172
18. Number of days for which teachers were paid (Item 13) 180
19. Number of pupils granted 8th grade diplomas 1
20. Number of last years graduates in high school 0
21. Has the district all supplies, dictionaries, globe, maps (required by law?) (Page 17, 1936 School Laws). (List missing items) Yes
22. Are hygiene and physiology being taught as provided by law? Yes
23. (a) What is the source of water supply? Well
    (b) Kind of toilets? Outdoor
    (c) Are both approved by the Health Department?
24. (a) Is the heating plant adequate? Yes
    (b) Is it in good condition? Fair
25. Does the district furnish seat work material? Yes No
26. (a) Have you a P. T. A. or other community group? What? 19
    (b) Name of President Address
27. Years of teaching experience 24
28. Years of training beyond high school 2 yrs summers
29. Kind of degree Institution
30. What year was your certificate registered in the commissioner's office?
31. In what month did you pay your institute fee for this year? Sept
32. Annual salary received this year $675
33. Where will you teach next year? Williams
34. Recommendations for the betterment of your school Paper the walls. Have some new desks.

SPECIAL DIRECTIONS:
Make Annual Report complete in three copies. One to School Commissioner, one to School Director and one to Successor.

Hazel E. Richards
Signature of Teacher, Principal or Superintendent.

The last check should not be given to the teacher until a receipt is produced showing that all fees are paid and all reports are complete. Where there is more than one room one report should be sent to the Commissioner for the whole school. Every blank should be completed.

Form CA-1006 Printed on 20 lb. Sulphite Bond No. 2 Ihling Bros. Everard Co., Kalamazoo, Mich. C-20569

FOR YEAR

FINAL REPORT TO SUCCESSOR AND COMMISSIONER (OR SUPERINTENDENT) ON ATTENDANCE, SCHOLARSHIP RECORDS, CLASS SUMMARIES AND RECOMMENDATIONS

*Total No. of Days Taught*________

*Beginning*________ *19*___

*Teacher's Salary*________

*Ending*________ *19*___ *Dist. No.*________ ________ *Township* ________ *Teacher*

BRANCHES																										
ARITHMETIC	DRAWING	LANGUAGE—GRAMMAR	HISTORY	PHYSIOLOGY—HYGIENE	PENMANSHIP	READING	SPELLING	GEOGRAPHY	AGRICULTURE	CIVIL GOV'T			PROMOTED * TO GRADE	NUMBER	GRADE	NAMES OF PUPILS	DATE OF BIRTH	SEX	HALF DAYS PRESENT	HALF DAYS ABSENT	DAYS MEMBERSHIP	TIMES TARDY	DATE OF ENTRY	R. ET. OR RET.	DATE LEFT	RECOMMENDATIONS
														1												
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														55												
														56												

=YEARS TOTALS

FOR PART-TIME AND SUBSTITUTE TEACHERS IN RURAL SCHOOLS ONLY

NAMES OF TEACHERS EMPLOYED	DATE CERTIFICATE WAS ISSUED	KIND OF CERTIFICATE LIFE, LIMITED, ETC.	TEACHER TRAINING INSTITUTION	DATE OF EXPIRATION OF CERTIFICATE	NO. DAYS EMPLOYED	HOURS PER DAY	SALARY RECEIVED

REGISTER OF VISITORS

DATE	NAME	REMARKS	DATE	NAME	REMARKS
[illegible]	Mary Ensfield	I am glad to see an art lesson.			
Apr 19	Mary Ensfield	This school looks like a workshop. I think our schools will be workshops more and more as we try to prepare children for life.			

DAILY PROGRAM OF CLASSES

A. M. TIME	CLASS

P. M. TIME	CLASS